

BOARD MEETING MINUTES
HAMILTON ECONOMIC DEVELOPMENT CORPORATION
CITY OF HAMILTON, TEXAS
March 15, 2023
HAMILTON ECONOMIC DEVELOPMENT CORPORATION OFFICE
108 NORTH BELL STREET
HAMILTON, TEXAS 76531
AT 5:30 P.M.

The Economic Development Corporation Board for the city of Hamilton, Texas, convened for the monthly meeting on Date, with President Randy Lee presiding.

HEDC Board Members Present:

- Randy Lee - President
- Will Hale - Treasurer
- Jared Cook – Secretary
- Jeff Ensor
- Melanie Housden
- Reagan Reich

HEDC Board Members Absent:

Others Present:

- Rodney Craddick – Mayor
- Ryan Polster – City Administrator
- Jamie L. LaDuke – Executive Director, EDC
- Kayla Schraub – Main Street Program Manager

REGULAR SESSION

President Randy Lee called the meeting to order at 5:31 p.m.

There were no public comments.

Board member Jared Cook moved to approve the February 15, 2023, minutes. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried. Will Hale and Jeff Ensor abstained.

Board member Will Hale presented the January and February 2023 Financial Reports. Board member Will Hale moved to approve the January and February 2023 Financial Reports as presented. Board member Reagan Reich seconded the motion, and with a unanimous vote, the motion carried.

Jamie LaDuke provided the board with an overview of the Commercial Property Signage Grant application for Texas Legacy Insurance Group. Board member Jeff Ensor made a motion to approve the grant application, not to exceed \$1,131, for new commercial signage. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried.

Gayle and Blake Edwards presented to the board a business plan for Gypsy Greens Market, and an application for a Start-Up Business Grant. Board member Jared Cook made a motion to approve the grant application, not to

exceed \$6,000, for start-up business expenses as presented. Board member Jeff Ensor seconded the motion, and with a unanimous vote, the motion carried.

Russell Fail and Joeseoph Polster from the city of Hamilton Parks Board, presented a proposal and request for funding towards a community improvement project that would enhance the city's disc golf course in order to host tournaments. Board member Reagan Reich made a motion to approve funds not to exceed \$8,120.96, be used towards this community improvement project. Board member Jared Cook seconded the motion, and with a unanimous vote, the motion carried.

City Administrator Ryan Polster presented a proposal for annual debt relief assistance for the Hamilton Municipal Airport 2023 Hangar Project. Board member Will Hale made a motion allowing the Hamilton EDC to provide debt relief assistance to the Hamilton Municipal Airport, not to exceed \$30,000 a year and not to exceed \$120,000 total, over a period of six years. Jeff Ensor seconded the motion, and with a unanimous vote, the motion carried. Jamie LaDuke will provide a prepared legal agreement, resolution, and revised budget for review at the next board meeting.

Board members reviewed two applications for appointment to replace the term of Lucas Robinson. Board member Will Hale made a motion to appoint Heather August to the Hamilton EDC Board, pending city council approval. Board member Reagan Reich seconded the motion, and with a unanimous vote, the motion carried.

Jamie LaDuke provided an overview of Justin Caraway's request for marketing funds at the February 2023 meeting. Will Hale made a motion to provide marketing funds, not to exceed \$8,000, to assist with the Tacos and Tequila event, in conjunction with the Hamilton Fly-In 5K/10K and May Days Festival taking place on May 5 - 6, 2023.

Kayla Schraub, Main Street Manager provided the board with updates regarding the Main Street Program. New lighting will be installed along Bell and Henry Street, along with welcoming banners and a banner along the walkway on Main Street.

Jamie LaDuke, Executive Director provided an update regarding the March 9, 2023 City Council Meeting. In addition, once the Downtown Alley and Parking Lot Revitalization Project Resolution is approved at the second reading, she will get quotes/bids for a general contractor. With the budget set at \$300,000 the project may have to be completed in two phases, depending on the cost of asphalt, concrete, and labor.

Board member comments and items to be placed on future agendas:

Next meeting date is to be determined.

Meeting was adjourned at 6:57 p.m.

Meeting minutes completed by: Jamie L. LaDuke, Executive Director

PASSED AND APPROVED this 17 day of May, 2023.

Randy Lee

Randy Lee, HEDC President